



TALKING BOOK SERVICE
IDAHO COMMISSION FOR LIBRARIES

Toll free: 1-800-458-3271
Boise area: 334-2150
Fax: (208) 334-4016



INSTITUTIONAL AGREEMENT

Persons who use this service must have a visual and/or physical handicap.
Materials and equipment are for eligible patrons use only.

**PLEASE READ AND SIGN THE FOLLOWING:
AS THE RESPONSIBLE PARTY,**

- I certify that this service will be used by eligible patrons.
- I agree to check out at least one book on tape per year and to return materials in the time allotted.
- I agree to take care of equipment.
- I agree to notify the Talking Book Service should I leave this position.
- I agree to be responsible regarding the policies listed on the back of this form.

Name of Institution		Phone Number
Street Address		E-mail address
City	State	Zip Code
Name of staff member responsible (Please print)		Title
Signature: Staff Member Responsible for the Service		Date
Signature: Director/Administrator of Institution		Date

ICFL Authorized Signature: _____

Please sign both copies of this agreement and send to Idaho Commission for Libraries,
325 W. State St., Boise, ID 83702. One copy will be returned to you.

Number of cassette players requested: _____

PLEASE LIST USERS (Use additional pages if necessary)

Name	Birth date	Nature of Disability

